

Right-Of-Way Use Permit Application

File Name:	For City Use Only
File Number:	 Date Stamp

A Right-of-Way Use Application shall include the following information, unless specifically waived by the Public Works Director. Applications shall not be considered complete if any of the required information is missing. No open cutting of fully improveed streets is permitted without prior approval from the City of Lynnwood Public Works Department.

				For Staff Use ONLY	
REQUIRED ITEMS		Verified	Waived		
	1.	Public Works Application Cover Sheet, with original signature(s).			
	2.	Length of work in right-of-way: LF			
	3.	Number of days to complete work: days			
	4.	Anticipated start date: Anticipated finish date:			
5.	Three (3) complete sets of plans, including:				
		A. Name of the development;			
		B. Name, address and phone number of applicant;			
		C. Legal description(s) and parcel number(s);			
		D. Vicinity map, north arrow, and scale (1":100' maximum);			
		E. The datum and location of the City benchmark used;			
		F. Site dimensions;			
		G. 2-foot contours over the site;			
		H. Location and names of all adjacent public rights-of-way or tracts;			
		I. Location and recording number for all easements affecting the proposal;			
		J. The location of all existing road right-of-way, pavement, shoulders, curbs, roadside features, existing utilities, etc.;			
		K. An erosion control plan;			
		L. Details of all proposed driveways;			
		M. Curbline spot elevations;			
		N. Proposed features, including:			
		(1) Handicap ramp locations and details;			
		(2) Mailbox locations and details;			
		(3) Grading contours and/or catch slopes (2-foot);			
		(4) Roadway centerline profiles;			
		(5) Roadway sections showing proposed widths and surfacing depths, including the driving surfaces and sidewalks;			
		(6) Location of roadway signs;			
		(7) Location of proposed roadway cuts and repair details;			
	(8) All required traffic striping, signing, and signalization;				
		(9) Survey monumentation of the proposed centerline; and			
		(10) Right-of-way radii and pavement radii in turnarounds and driveways.			
	6.	All plans shall be prepared, wet-stamped and signed by a Washington State-licensed engineer.			



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☐ 7.	Plan for proposed method of final site restoration.			
8.	Approved traffic control plan.			
9.	If any open cuts in existing right-of-way are proposed, the applicant must submit all information as required by LMC 12.04.	l		
<u> </u>	10. If the barricading of any right-of-way is proposed, the applicant must supply information as required by LMC 12.04.			
11.	A list of all other required permits and dates applied for.			
<u> </u>	A guarantee or bond in the amount of 150% of the right-of-way improvement costs (minimum $\$2,000.00$).			
FEES See LMC 3.104 or contact our office for current fee information.				
 NOTES The approval of a Right-of-Way Use Permit does not in any way replace, modify or waive any requirement for the compliance of the proposal with other applicable codes, standards, or regulations including, but not necessarily limited to, those of the Community Development, Fire or Public Works Departments. You are advised to contact these departments concerning such requirements. Items with any typewritten information must be 10-point font or larger to ensure legibility of scanned documents. 				
	3. An application may be amended only in writing.			
	 Submittal of this application grants the appropriate city officials the right of entry to the project site durin a reasonable hour and, upon proper identification, to the building, structure and/or premise, which is directly related to this application. 			
	It is the responsibility of the owners, applicants and agents to become aware of the Lynnwood Municipal Code.	e requirement	s of the	
It is the responsibility of the applicant to contact the Underground Location Center at 1-800-424-5555 (or dial 811) 48 hours prior to starting work.				
24 hour	sections, please call the City of Lynnwood Public Works Inspection Request Lines before the first day of construction and 24 hours in advance of any concrete Right-of-Way.			ζ
I/We certify that the information provided in this application, including all submittals and attachments, is true and correct to the best of my/our knowledge. This application does not constitute approval of permits and/or work to be performed. For specific fee information, see LMC 3.104 or check the fee schedule available online or at our office.				
Signature of Applicant/Agent: Date:		oate:		
Signature of Property Owner: Date:				_